

Performance Evaluation Questionnaire

Bellevue College Student Housing, Project No. 2015-185

To:

(Name of person completing the evaluation)

Phone:

Fax:

Email

Subject: Performance evaluation of:

Name of GC/CM Firm

Name of Individuals involved on this project

The Washington State Department of Enterprise Services, Facilities Division, Engineering and Architecture Services is collecting performance information on firms and their key personnel to assist the state of Washington in selecting firms for this project. The firm/individual listed above has listed you as a client for which they have previously performed work. We would appreciate you taking the time to complete this survey. *Rate each of the criteria on a scale of 1 to 10. If you do not have sufficient knowledge of past performance in a particular area, please draw a line through the box:*

- 10 means that you were very satisfied (and would hire the firm/individual again)
- 1 means that you were very unsatisfied (and would never hire the firm/individual again)

Client Name / Project Name: _____

☐ Multi-phased project (check box if applicable)

☐ High-rise building (check box if applicable)

☐ Historic project (check box if applicable)

☐ Occupied facility (check box if applicable)

NO.	CRITERIA	UNIT	RATING
1	Ability to meet the client's expectations	(1-10)	
2	Leadership ability (minimize the need for State's direction)	(1-10)	
3	Quality of workmanship	(1-10)	
4	Ability to manage project costs (minimize change orders)	(1-10)	
5	Ability to maintain schedule (complete on time or early)	(1-10)	
6	Professionalism, leadership and ability to manage (prompt responses to issues/questions and prompt payment to suppliers/subcontractors)	(1-10)	
7	Ability to identify and minimize Owner's risk and ability to explain and document risk	(1-10)	
8	Ability to close out construction (no punch list upon turnover; warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	
9	Ability to follow Owner's rules, regulations, & requirements (housekeeping, safety, etc.)	(1-10)	
10	Comfort level in hiring firm or individual again based on performance	(1-10)	

Thank you for your time and effort in assisting DES in this important endeavor. Please email the completed survey, no later than 3:00 PM, Friday, March 28, 2014, to Angeline Ernst, angeline.ernst@des.wa.gov

*Your evaluation scores will remain anonymous and confidential.
Your scores will be combined with many other sources to provide an overall score for this firm/ individual.*